

TRANSPORTATION PERFORMANCE AUDIT BOARD

Friday, September 10, 2004
9:00 a.m. – 11:45 a.m.
Bellevue City Hall
Council Conference Room
11511 Main Street
Bellevue, Washington

- Minutes -

The meeting was called to order by Chair Doug Hurley at approximately 9:15 a.m. Members present were: Ericksen, Horn, Hurley, Noguchi, Ostrowski, Perteet, Pyles and Yates. Members absent were: Haugen, Hegstrom and Romero.

1. Report of the Chair

- a. Minutes - The minutes of the July 9, 2004 TPAB meeting were approved.
- b. Treasurer's Report - Diane Schwickerath, LTC staff, presented the Treasurer's Report.
- c. TRB Performance Measures Conference Report - Nate Naismith gave an overview of the Transportation Research Board's - 2nd National Conference on Performance Measures to Improve Transportation Systems which was held at the Beckman Center, University of California, Irvine, California from August 22-24, 2004. Mr. Naismith indicated that this was an excellent conference, and was very well attended.
- d. Chair Hurley introduced Commissioner Dale Stedman, Chair, Washington State Transportation Commission. In discussions with Commissioner Stedman, Chair Hurley indicated that the Commission has suggested a joint meeting with the Transportation Performance Audit Board.
- e. Chair Hurley pointed out that, in the fall, TPAB will have five studies to review. Because of the volume of information, he requested members each sign up to read/review two reports that are of particular interest to them, and make recommendations to the board. Mr. Naismith will email members and coordinate Chair Hurley's request. Chair Hurley then requested that Mr. Naismith and Cindi Yates work together to develop a TPAB "agenda program" for the rest of the fall, and to think about what type of agenda schedule will be necessary to process appropriate topics and study results.

2. Update on WSDOT Highways & Ferries Performance Measure Review

David Rose, Project Manager, Dye Management Group, introduced Peter Mills and Bill Dye, both with Dye Management Group. Mr. Mills will be focusing on the ferries end of the review and Mr. Dye will focus on the maintenance and operations areas of the review.

Mr. Rose gave an update on the status of their review, indicating that documents have been assembled and they have completed numerous interviews. Due to summer vacations, they are two weeks behind with interviews, but overall they are on schedule and within budget. He indicated that a draft report will be completed by October 19, 2004 with the final report completed by October 31, 2004. He then gave a brief overview of their overall approach to the project.

Chair Hurley indicated that Dye Management's work thus far is exactly the level of information that the board was expecting.

3. Update on JLARC Managed Audits

Keenan Konopaski, JLARC, provided an update on the status of the Capital Project Review for TPAB. On September 3, 2004, JLARC awarded the contract to Gannett

Fleming, Inc., an engineering consulting firm headquartered in Camp Hill, Pennsylvania. A preliminary review is due to JLARC on November 15, 2004, and the JLARC final report is due to TPAB and LTC on December 15, 2004.

Steve Lerch, JLARC, provided an update on the status of the Environmental Permitting Review for TPAB. JLARC awarded the contract on September 3, 2004 to TechLaw, Inc., an environmental consulting firm headquartered in Chantilly, Virginia. A preliminary review is due to JLARC on November 15, 2004, and the JLARC final report is due to TPAB and LTC on December 15, 2004.

4. Update on DOL and WSP Performance Measure Reviews and Introduction of Successful Consultants

SMG/Columbia Consulting Group was selected to review the performance and outcome measures of the Department of Licensing's transportation-related programs. Christine Veit, Project Manager, SMG/Columbia Consulting Group, introduced Joel Green, a member of the team. She then gave a brief overview of her team's qualifications and shared their general approach to this project.

René Ewing & Associates was selected to review the performance and outcome measures of the Washington State Patrol's transportation-related programs. Cindy Colvin and Dick Zimmerman, René Ewing and Associates, gave a brief overview of each team member's qualifications, as well as their general approach to this project.

5. Questions for Future Reviews and Audits

John Ostrowski shared a list of suggested questions that he felt the board should attempt to answer in current and future performance audits and reviews. The intent of the questions is to help ensure that the board gets a good final product that delves into the really fruitful areas of investigation. The board briefly discussed the questions. Chair Hurley welcomed additional questions from members, and recommended they communicate their suggestions with Mr. Naismith.

6. Summarization of Decisions/Next Actions

Nate Naismith, LTC staff, summarized actions taken. He will coordinate the review of final studies by members as they are delivered. He and Cindi Yates will look at projects and upcoming delivery dates to plan future meeting dates. He will also be the recipient and compile additional questions related to Item 5 above.

The next meeting is tentatively scheduled for Friday, October 1, 2004, but may be changed as the needs of upcoming review and audit reports dictate.

The meeting was adjourned at 11:40 a.m.